



Livermore Area
Recreation and Park District
An independent special district

**GENERAL MANAGER'S MONTHLY UPDATE
TO THE BOARD OF DIRECTORS ON ISSUES AND PROJECTS
DRAFT FEBRUARY 2023**

TO: BOARD OF DIRECTORS

FROM: MATHEW FUZIE, GENERAL MANAGER

Information contained in this report is intended to help keep the Board of Directors informed on current projects and study issues. Reported below is the most current and available information. Since work on these items is ongoing, the information is subject to rapid change. If a project or issue has not changed from the previous month's report, the information provided may be the same as was previously reported. Please note that some projects are not directed or managed by LARPD, but they are included below as informational only.

GENERAL SUMMATION: January roared into 2023 with record rainfall and an atmospheric river seemingly over the entire state of California. As a result, Livermore sustained much storm damage. The City of Livermore, County of Alameda, the State of California and the Federal Government all declared states of emergency. Consequently during the storm events, I became active in the Emergency Operations Center for the City of Livermore to represent LARPD. The Department of Water Resources performed emergency water releases to manage the levels of water within the water storage facilities. Ultimately the huge amounts of water released into rivers and arroyos resulted in FEMA predicted flood events and damage. We will be working into the next few months on our damage assessments and requests for funds.

BOARD OF DIRECTORS: In January, Board members attended two regular board meetings and three committee meetings. Additionally, three board members attended the CARPD Board Member Orientation course, plus one board member attended a CSDA course on the Brown Act. Directors also attended meetings at the following:

- ACSDA Membership Meeting
- LVCC Business Alliance
- Livermore Downtown, Inc.
- LARPD Foundation

Board actions for the month included:

- Resolution No. 2772 determining to conduct meetings of the LARPD Board of Directors using teleconferencing pursuant to Government Code 54953 as amended by AB 361 for the period January 11, 2023 to February 10, 2023.
- Resolution No. 2773 determining to conduct meetings of the LARPD Board of Directors using teleconferencing pursuant to Government Code 54953 as amended by AB 361 for the period January 25, 2023 to February 24, 2023.
- The 2023 Committee Appointments were announced and standing committee meeting dates were scheduled.

- A motion approving the change of title and responsibilities to the Natural Resources Technician position.
- Direction was given to staff regarding revisions to Board Policy numbers 4025 "Term of Office: Member, Board of Directors", 5020 "Board Meeting Agenda", 5030 "Board Meeting Procedure", and 5070 "Rules of Order for Board and Committee Meetings".

HUMAN RESOURCES: Recruiting is back in full swing. We have hired five employees since January 1. The positions that continue to be tougher to fill are based in the Youth Services arena. In hopes of finding some talent for our harder to fill roles, we attended a career fair at the library for job seekers 18 plus. It was the first one back in person in nearly three years. We had some good interest. LARPD is also partnering with the City of Livermore and the School District to decipher how we support each other in recruiting efforts going forward. We have all shared our links to jobs on each other's sites and will be vigilant if talent is a better fit for another organization.

Training:

An LARPD core values seminar was held for the supervisors and manager's staff in early January. This was an opportunity for leadership to further shape the core values for employees at LARPD. The values will be trickled down via team meetings with supervisors' respective staffs.

The values session will kick off performance reviews for the organization. This year the focus is in learning to provide and accept feedback. To not disrupt operations, reviews will be completed as possible by the units.

Managing Conflict is coming up February 8th and will be presented by our Employee Assistance Program. All employees are invited and encouraged to attend.

Compensation and Benefits:

As we look to summer recruiting and the labor shortage with entry level talent, LARPD will be adjusting the hourly rates for positions in Aquatics and Recreation. LARPD has been contacted by several sister organizations that are making similar adjustments before the recruiting season is in full swing.

David McCray from our 457 plan was on site on 1/25/23 to counsel employees for their New Year financial savings checkup.

Patelco Credit Union came onsite on 1/26/23 to provide lunch and to be available to employees to open a credit union account.

ACA Reporting and Compliance:

OSHA log reporting will be posted on February 1 as required. We do not see any occupational trends emerging from the incidents that have occurred.

1095s will be issued in accordance with compliance rules for those organizations that offer benefits plans.

Coming Attractions:

There will be an All Hands meeting in February. HR will be holding a tuberculosis clinic onsite. We have over 80 employees whose TB tests will expire in the coming months. To

minimize hardship to employees, HR will be holding a test clinic onsite. TB tests are required by a public health order.

BUSINESS SERVICES - FINANCE/INFORMATION TECHNOLOGY/CUSTOMER SERVICE:

Finance:

1. Staff spent considerable time in preparing plans and financial models in support of the 18-month budgeting exercise that will include a formal proposal to the Board on March 8, 2023 for the Final Operating and CIP Budget for FY22-23 and an informational view of staff's Preliminary FY23-24 Budgets.
2. In conjunction with the Facilities and Parks Manager, staff began development of financial models to provide for rate and volume-based projections of utilities (gas and electric) and water (by location) that will form the foundation for the 18-month budgets for these expense items. In addition, a framework is now in place to develop location-specific estimates for on-going maintenance expense for the coming 18-month plan.
3. Treasury Management: with the receipt of property taxes in December and the maturity of 3-month CDs on January 10th, staff moved to invest in 6-month CDs and T-Bills that, along with "operating" funds in CAMP will drive interest earnings for the sixmonths ended mid-July of ~\$160k. In addition, staff created specific CAMP accounts for restricted reserves, including Buckley Trust (\$280k for Ravenswood), Signature Homes (\$83k for Bill Clark Park), Ponderosa (\$30k for Ida Holm Park), and Schurman Trust (\$40k recently donated for Senior Services) that will facilitate tracking of interest earned in the liquid CAMP accounts for each of these funds.
4. Financial Results through December, 2022: The District's December results, while inflated by \$326k due to the timing of election fee expense (\$200k) and RDA tax timing (\$126) versus budget, are extremely positive at \$586k in Net Operating Contribution (Revenues less Expenses) for the month of December (\$260k excluding the impact of election fee and RDA tax timing). December's results drove the District's year-to-date (YTD) results to a favorable Net Operating Contribution of \$1,245k, or \$919k excluding election fee and RDA tax timing.

The District continues to benefit from better-than-budgeted revenues from Operations, which are \$399k (12%) above budget YTD following an exceptional December result of \$103k (15%) above budget (Youth Sports, Senior Services, Recreation Classes, and Open Space are leading the way). Tax revenues are \$386k, or 5% above Budget YTD: a 2% surplus in property taxes (Budget was modestly conservative) accounts for \$139k; else, RDA-residential property tax income was \$126k in December while the Budget for this item of \$98k was expected in January; finally, Supplemental property taxes are extraordinarily high in December, at \$109k vs a budget of \$34k.

The District continues to experience lower-than-budgeted salary and benefit expense, some of which is due to vacancies and the rest to efficiencies in operations: \$436k (7%) favorable YTD and \$37k (4%) favorable for the month of December. Full time salaries are \$142k (4%) favorable, part-time (Casual, non-benefited) are \$142k (14%) favorable, and health insurance is \$103k (12%) favorable.

Services and Supplies are misleadingly favorable in December, as the Budget assumed costs for the 2022 Election of \$200k would be booked in December though no fees have been assessed to date. We're reporting \$125k favorable YTD, but without the election fee timing issue we'd be at (\$75k) above budget, mostly in variable program expenses that are more than offset by additional revenue, and in utilities spend (\$100k above budget).

5. Overall Audit plan: Staff now plans to present the overall FY21-22 Audit to the Finance Committee on February 13th and to the overall Board at its February 22nd meeting.
6. Agreements: A master agreement was signed with the City and East Bay Community Energy (EBCE) that provides for the placement of high-capacity EV charging stations at City properties that could, potentially, include the RLCC. Any plans for the RLCC would be the subject of a separate, site-specific agreement and project plan. Permitting reviews between the City and vendors for two new cell towers (one at Max Baer and the other at Robertson park) continue. After waiting for months, staff received the City's response to our redlined update to the Sunken Gardens property lease and now will pursue new questions with the City. Otherwise, nothing new to report on the Master Property Agreement (MPA) for which staff await the City's input on two open items that the City raised (risk mgmt. and trail maintenance). Progress has been seen on the updated Revenue Sharing Agreement with the City (for cell towers on city property that we manage), which will go to the City's Planning Commission/Council in February. Finally, the City continues to hold on to the assignment of responsibility for operating the vineyard at Ravenswood – no additional work is needed on the part of staff.

Information Technology:

1. Completed work to ensure that the Zoom room to accommodate hybrid meetings at the RLCC is production-ready.
2. The long-delayed upgrade to RLCC's internet bandwidth from 100mbps to 250mbps is now scheduled for February 9th.
3. BSM Schneider initiated an update to the District's IT project plans that will be completed in early February. Preliminary plans have been communicated with Core staff.
4. IT has begun to establish a framework for end-user training that will begin with a survey of staff to understand the areas of most importance to them. We will use the survey results to develop training materials that will be housed on the Intranet and complemented by 1/1 sessions that staff can schedule with IT technicians. Group training sessions on commonly perceived needs will be created as well.
5. Work continued on the activation of email addresses for all staff who previously did not have an LARPD email and completion of this effort will occur in February.
6. Staff supported the Community Services team in the review, and selection, of an alternative web-site support provider and will continue to assist as needed through the ultimate go-live.

COMMUNITY SERVICES:

Youth Services: **Preschool** is amazing!! The children had a wonderful winter break and were ready to return to class. All three-year-old programs increased their class time from two and a half hours to a full three. This had been an adjustment for them, but they are doing well with the additional time in class. Preschool has been exploring winter, including making snow, paper polar bears and penguins, and New Year wishing stars.

Extended Student Services – ESS had an action-packed winter break. Staff created many wonderful activities and projects for the children to keep them busy for the entire day. We reopened the Altamont Creek ESS program on January 9th with 28 students, and we have hired several new program leaders for various ESS programs this past month.

After School Education and Safety – ASES programs at Junction and Marylin are enrolled to their contract, and students and staff are in a nice flow. LARPD Rangers and LARPD Recreation staff are providing programming weekly for both programs, and the children look forward to having both Rangers and Recreation staff with them weekly.

All programs weathered the rain very well, and other than a few leaks; we survived rainy-day sessions. We appreciate the fair weather for the next few weeks with fun activities outside.

Aquatics:

	Total Bought		Usage
Lap Swim			
Lap Swim Light	17		91
Lap Swim Senior Light	21		146
Lap Swim Unlimited	6		79
Lap Swim Senior Unlimited	26		283
Adult Drop In	230		230
Senior Drop-in	386		386
Lap Swim Totals	686		1215
Water Exercise			
Water Ex Light	0		0
Water Ex Senior Light	12		102
Water Ex Unlimited	0		0
Water Ex Senior Unlimited	5		55
Water Ex Adult Drop-in	1		1
Water Ex Senior Drop-in	61		61
Water Exercise Total	79		219
Swim Team			
LAC RLCC	160		
LAC MN	120		
Masters	30		

Community Outreach: This month, LARPD signed an agreement with Streamline, a website platform that works exclusively with special districts to create clean, simple, and compliant websites. We will be working with their migration team over the next month to transition to the platform with a go-live date in early March.

Below is a snapshot year-in-review of LARPD Social Media accounts.

LIVERMORE AREA RECREATION AND PARK DISTRICT SOCIAL MEDIA 2022 YEAR-IN-REVIEW



655k

Impressions

(+106k over 2021)

A post impression is the number of times posts on your social media pages or accounts appeared on someone's screen.



595k

Reach

(+99k over 2021)

Social Reach is the number of people who saw your posts on your Facebook and Instagram Accounts



3.93%

Post-Engagement

(2.98% in 2021)

The average engagement rate for the posts published to your Facebook and Instagram Accounts



11k

New Followers/Fans

(+133% over 2021)

This is across LARPD main accounts and Open Space accounts on Instagram and Facebook.

Open Heart Kitchen Meal Program:

December Meals:

Senior Meals: 1986 meals served to 169 unique seniors (49 Seniors who dined in)

Hot Meal Program: 4,419 meals served.

Volunteer Program:

This month, we offered a remote volunteer opportunity that recruited 50 volunteers to create 300 Valentine's cards for Seniors in the Livermore community. Cards will be distributed at the Open Heart Kitchen Senior Lunch Program, Meals on Wheels, and Livermore's Senior Living communities. We're also working with Open Space volunteers positioned at key areas in the park to help keep the community safe as Sycamore Grove reopens to the public after closures due to flooding.

Upcoming Events:

Living with Fire: An Ecology Hike: Saturday, February 11, at Sycamore Grove. Join Naturalist Dora and Open Space volunteers on a hike in the hills to see the impact and recovery of the

park from the 2020 lightning-strike fires. We'll visit the site of our volunteer-led "Burned Oak Project" to study the effects of the wildfire on our native and non-native plants. [MORE INFO](#)

Hearts, Treats, and Totes Social (50+): Tuesday, February 14. Let us treat you to an array of Valentine treats and desserts while you indulge in some Valentine word games and create your own "heart" tote bag to take shopping! [MORE INFO](#)

Lifeguard Training, February 17-19, RLAC. This course provides the knowledge and skills to prevent, recognize and respond to aquatic emergencies and to provide care for breathing and cardiac emergencies, injuries, and sudden illnesses until EMS personnel take over. [MORE INFO](#)

Mystery Movie (50+): Wednesday, February 22. Join us for a movie at the Vine Cinema with friends! We will be surprised by what movie we're seeing. After the show, join us for appetizers at Zephyr Grill and Bar to chat about the movie and produce our collective "review" of the film. [MORE INFO](#)

Wildflower Walk: Monday, February 20. Join Naturalist Dora on a hike in search of wildflowers in Sycamore Grove Park. We will be walking about 3 miles. Bring water and your walking shoes! There will be hot water for tea at the end, so bring your favorite tea and a mug! [MORE INFO](#)

Open Space Volunteer Days: 3RD Saturday of the Month, February 18. Every 3rd Saturday of the month, join Ranger Seth for a volunteer work day in the park. From removing invasive plants to litter pick-ups to trail maintenance, volunteers will help maintain Sycamore Grove Park as a beautiful and healthy place for visitors and wildlife. [MORE INFO](#)

Kids Night Out: Dodgeball Night: Saturday, February 25. We are bringing back our popular Kids Night Out Series now with special theme nights! We'll provide your child with a night full of fun activities and games, as well as a pizza dinner. [MORE INFO](#)

Senior Services: Starting off the new year right with great Live and Learn seminars like Understanding Alzheimer's and Dementia, Financial Assistance: How to Get Help with Health Care Costs, and a new one with Sensational Seniors: Transitioning to a New Home. LARPD staff activities and socials saw 95 people join Mr. Finn for Cowboy and Rancher Roots of Livermore. Our Downtown Pleasanton Historical Walk: A Storied Past had eight registered, our Glass Etching had 24 people, and our Mystery Movie and Review at the Vine had 19 people.

Closing the loop on our Canadian Rocky Mountain trip from October, we had an amazing reunion where all participants got to take home a picture book of the trip, along with light snacks, drinks, and some cake! We still have some virtual classes for Zumba with 21 registered, Light & Easy Aerobics with three registered, and Chair Strength, Balance, and Flexibility with six registered. These same classes have in-person meetings as well, all averaging 14 registered. Drop-in Billiards, Bridge, and Mahjong round-out activities throughout January.

Open Space:

AUGUST 2022 Open Space Programs	Number of programs	Number of Participants (TOTAL)
Open Space School Program	13	341
ESS	6	283

ASES	3	240
Ranger Programs	2	36
Sycamore Science Camp	6	81
Jr. Rangers (ages 9-12)	3	33
Special Events	2	350
Custom Fee Programs	1	30
Volunteer Programs	1	5

With all of the water California received this month, the amount of water that we saw in Sycamore Grove Park was unprecedented. The rain brought with it much needed water but also brought some danger and destruction. Due to the heavy rainfall, the Del Valle dam had to release water. On January 1st we were informed that the dam would release 2,000cfs at 2 pm. We closed the park at that time due to rising water levels quickly covering trails and the paved path.

Throughout January, we worked to remove down trees, repair trails, and clear drainages (and continue to do so) as the water releases continually pounded the park. During this time, the staff made efforts to post updates to our social media platforms as the park was closed to the public. The public seemed to love these updates as they worried about the state of their beloved park. During this time, we had to reschedule some programs as we had to assess if patrons would be safe during this time. We continued many of our programs and were in schools teaching kids about nature.

The park was partially reopened on January 24th with areas still being repaired being off limits to the public.

We thank everyone for their understanding during this time and we assure you that the Open Space staff is working diligently to get the park back to fully operational as quickly as possible.

Facility Rentals: Facility rentals are held at the Ravenswood Historic Site, the Robert Livermore Community Center, and the Veterans Memorial Building. Facility rental information is located on our website at larpd.org.

Facility	Type of Activity	Total Rentals for the Month	Total Monthly Hours
Ravenswood	Facility Rentals	0	0
Ravenswood	Wedding Rehearsals	0	0
Ravenswood/RLCC/Veterans	Facility Rental Tours	25	25
Ravenswood	Photo Permits	0	0
Veterans Hall	Facility Rental	0	0
Veterans Hall	On-going Rentals	0	0

RLCC	Facility Rentals	11 (3 moved from Veterans Hall)	107
RLCC	On-going Rentals	4	12
Total Facility Rentals for the Month:		40	144

Facility Operations: Facility Operations staff are scheduled Monday through Friday from 7:30 am-10:00 pm to support District-wide facility operations, programming, and custodial. Weekend hours vary depending on programming and facility rentals.

- Day-to-Day Operations & District Support:

Operations	Staff	Days	Time	Total Hours Weekly	Total Hours Monthly
Outlying Facility Restroom Cleaning: Ravenswood, Carnegie, & Vets Hall	1	M/W/F	6:30 am-9:30 am	9	36
RLCC Operations & Custodial	3	M-F	7:30 am-10:00 pm	217.5	870
RLCC Operations & Custodial	2	Saturdays	8:00 am-8:00 pm	24	96
Park Restrooms: Field Rentals	2	Sat	8:00 am-8:00 pm	24	48
Park Restrooms: Field Rentals	2	Sun	7:00 am-3:00 pm	16	32

- Community Services program and service support:

Program	Task	Staff	Days	Total Hours Weekly	Total Hours Monthly
Open Heart Kitchen	Setup & Takedown	2	M-F	15 hours	60 hours
Pet Food Distribution	Setup & Takedown	2	Wednesdays	30 minutes	2 hours
Occasional Events (Seniors; 1-2/mo.)	Setup & Takedown	2	Days vary	30 minutes	1 hour
Line Dancing	Setup	1	Mondays, Tuesdays, Thursdays	30 minutes	6 hours
Golden Circle	Setup & Takedown	2	Mondays	30 minutes	2 hours
Movie Madness	Setup & Takedown	1	Monday	1 hour	2 hours
Tai Chi	Setup & Takedown	2	Monday, Friday	30 minutes	2 hours

3-D Greeting Cards	Setup & Takedown	1	Friday	30 minutes	1 hour
Mah Jong	Setup & Takedown	1	Wednesday	30 minutes	2 hours
Estate Planning	Setup & Takedown	1	Thursday	30 minutes	1 hour
Rocky Mountaineer Reunion	Setup & Takedown	1	Tuesday	30 minutes	1 hour
Light & Easy Aerobics	Setup & Takedown	1	Tuesday, Thursday	30 minutes	2 hours
Strength, Balance, and Flexibility	Setup & Takedown	1	Tuesday, Thursday	30 minutes	2 hours
Cowboy and Rancher Roots of Livermore with Richard Finn	Setup & Takedown	1	Friday	30 minutes	1 hour
Understanding Alzheimer’s and Dementia	Setup & Takedown	1	Wednesday	30 minutes	1 hour
Sensational Seniors: Transitioning to a New Home	Setup & Takedown	1	Friday	30 minutes	1 hour
Woodcarving	Setup & Takedown	1	Wednesday	30 minutes	2 hours
Photography	Setup & Takedown	1	Tuesday	30 minutes	2 hours

- Recreation Classes and Programs (Setup & Takedown average 30 minutes/week/program)

Program/Camp	Monthly Registration
Livermore Ballet School (8- classes)	60 registrants
Communication Academy (public speaking and writing) 2 classes	6 registrants
Gurus Education (public speaking and debate)	6 registrants
Spanish Academy (preschool Spanish & sewing)	12 registrants
Winter Wonderland Children’s Theater	10 registrants
Cooking for Kids Foundation	5 registrants
Total Registered:	99 registrants

Sports Facility Rentals: Due to the four-week extreme weather event, planned winter field maintenance had to be postponed. There will be a one-week delay in getting baseball/softball fields open. Sports organizations were notified of the delay and have been understanding the February 6th opening date. Grass sports fields are on track for a March 1st opening date.

A winter camp rental was canceled as well, as several weekday rentals were canceled. Although scheduled on synthetic turf fields, traditionally open rain or shine, the heavy rain received was cause for cancellation for youth sports.

Winter/Spring sports have kicked off (Lacrosse, Rugby). Baseball, softball, and spring soccer will begin in February.

Granada High School Athletic Director has reached out to work with LARPD to accommodate the baseball season for their Freshman and JV teams. The school district will not be maintaining one of its baseball fields this year and is looking for our help. This will strain Granada Little League and Livermore Little League as far as field space is concerned for their organizations.

Park Location	Total Rentals	Total Rental Hours
Robertson Park	50	167
Cayetano	27	83
Ernie Rodrigues	0	0
Robert Livermore	0	0
Christensen	0	0
Max Baer	0	0
Independence	0	0
Altamont Creek	0	0
Bill Payne	0	0
Hagemann	0	0
Gymnasium	58	198
Total:	135	448

Picnic Rentals	Total Rentals	Number of Attendees
	0	0

Sports & Fitness Programs and Classes: Four sports birthday parties were held in January. We have received positive feedback and additional parties booked from parents attending one of the four held.

LARPD Pee Wee classes continue to be very popular. Classes are added as space is available.

LARPD Basketball League is our most popular program. All age groups filled in less than 24 hours of open registration, with many on the waitlist.

Program	Total Registered Participants
LARPD Basketball League	143
LARPD Pee Wee	38
Kids Night Out	35
LARPD Winter Break Camp	30
LARPD Pee Wee Winter Break Camp	12
Skyhawks Sports	27
Club VIP Volleyball	12
Adult Yoga	12
Pickleball Introduction	24

Drop In Pickleball	323
Total Participants Served:	656

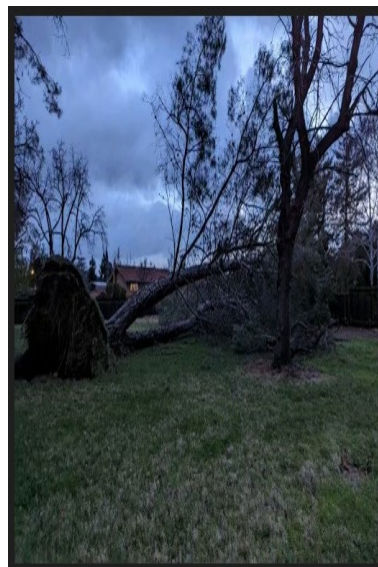
FACILITIES AND PARK MAINTENANCE:

Facilities:

January of 2023 has shown us winter storms worse than any in recent memory. Heavy rains coupled with high winds have created severe and potentially hazardous conditions. Debris from winds can clog roof drains. Heavy rainfall can exceed flow rates for ground-based storm drains and roof drains, creating flooding and leaks in unexpected places. The Facilities Team has been tireless in their efforts to keep the water flowing off and away from our buildings. Diligent as they are, we still encountered water damage in some of our buildings due to high water lines. Basements were flooded, even with sump pumps engaged. Roofs leaked simply because the water built up faster than it could drain in some instances. Fortunately, because of regular inspections and preventive measures, the damage has been limited and readily repaired. Unfortunately, the challenges were not limited to our structures. Parking lots, trails, sport courts and turf areas were also impacted by the severe weather. Debris was scattered everywhere, and the clean-up measures became a joint effort for the Parks and Facilities teams. Working together, we were able to address much of the storm related concerns. Still, some damage will remain unresolved until weather systems settle into more normal patterns. Washed out trails can be barricaded and made temporarily safe, but full restoration must wait for more stable weather. Fallen trees or branches have been cleared from pathways and public use areas, but final clean-up will wait until the saturated ground allows access to the areas with our heavy equipment.



Trail Washout



Downed Tree

The heavy rains also created a delay in the start of the sewer and water utility improvements on Trevarno Road. Originally slated to begin during the holiday break to reduce impact on our

programs, construction could not begin until January 23rd. Happily, the project is moving along swiftly, and the impact to our preschool and Youth Services programs has been minimal. The lateral utility connections for water and sewer for the Merritt Building and Little House should be completed by the end of January and the construction of the sewer and water main is planned to begin in March. Final connection to the new mains will be the last phase of this project.



Trevano Road Sewer Project

Parks Maintenance:

Turf renovation continues at Lower Hagemann Sports Field. Ninety (90) cubic yards of compost has been worked in and reseeding will follow. The estimated time of completion should be late January, depending on the weather.

Turf renovation is beginning at Independence Field 3. Anticipated completion is mid-February.

8.75 hours of vandalism (graffiti abatement) hours have been reported.

Ongoing dead tree removal and safety pruning throughout the District's parks and trails

January Irrigation Repairs:

- Sprinkler repair/replacement - 31
- Mainline repairs – 4
- Irrigation valve repairs – 11
- Lateral line repairs - 5
- Drinking fountain repairs – 3
- Valve box repairs – 3
- A new controller was installed at Jane Addams

Mechanic's Shop:

Vehicle Service and Repairs:

- V36 – Flat tire repair

- V27- Flat tire repair R/F trained TPMS sensors
- 238BPT- Changed dead battery
- V09 & V41- Service/ Inspection
- V33- Service/ Inspection, replaced (4) tires and front breaks
- V43- Safety Inspections
- V29- Fluid leak, replaced windshield washer bottle

Mower and Tractor Services and Repairs:

- E053- Replaced R/F deck wheel/ trail ASSY.
- E080- Change the dead battery
- E038- Replaced brakes fade, pedal goes to the floor, master cyl. bleed brakes road tested and it is ok
- E43- Oil leak, replace engine oil pan
- E080- Hydraulic leak, replaced (3) main hydraulic hoses
- E053- No crank at times, replaced batteries
- E047-Wheel fork bent, replace the fork
- E066- Service/ Inspection

Small Equipment Repairs:

- S145-Rear wheel came off. Installed new axle
- S214- T-cable broken, replaced cable ASSY

Additional Tasks Performed:

- Pesticide annual training
- Shop maintenance
- Ordering parts for inventory
- Road call: V48 Rangers

Trails Update: There are no new updates to provide.

Respectfully submitted,



Mathew Fuzie
General Manager

MF/ph